

**Preferences on Motions to Continue, Motions to Advance, Filings and Master Calendars- February 15, 2007
(NOT Local Rules of the Court, Preferences Only)**

Judge	FLOOR	COURTROOM	Motions to Continue and Motions to Advance		Filing of Documents and Applications		Attorneys given preference or sign in procedure in master calendars?	When do hearings begin?
			Respondent Required to Appear?	If a hearing on motion, when?	Where and When are documents to be filed?	Where and When are applications to be filed?		
Hon. David C. Anderson	17	W	No	Next business day at 12:30 p.m. except Wed.	As ordered by judge (in court or at window)	In court only.	See clerk.	8:00 a.m. and 12:30 p.m. daily
Hon. Ira E. Bank	16	N	No	Next business day at 1:00 p.m. except Wed.	Motions and documents may be filed at the window.	In court only on the date set for hearing.	See clerk.	8:30 a.m. and 1:00 p.m. daily
Hon. Lori R. Bass	17	V	No	For Motion to Continue next business day at 1:00 p.m. except Wed.	30 Days before the hearing or as otherwise ordered by the judge.	In Court as ordered by the judge.	See clerk.	9:00 a.m. and 1:00 p.m.
Hon. Christine A. Bither	16	O	No	12:30 p.m. on Thur and Fri.	30 Days before the hearing or as otherwise ordered by the judge.	As ordered by the judge.		8:00 a.m. and 12:30 p.m.
Hon. Dorothy Dunkel Bradley	16	P	No	No hearing on motion.	At window 60 days before hearing	Asylum and adjustment of status applications are to be filed in court by date ordered by the judge. All other applications, at the window 60 days before hearing.	Yes, to attorneys who arrive on time.	8:30 a.m. and 1:00 p.m. except 8:00 a.m. Wed.
Hon. Isabel Bronzina	17	U	No	For motion to continue, next business day at 1:00 p.m. except Wed. No hearing on motion to advance.	Two weeks before hearing at the window unless the judge specifically orders otherwise	Two weeks before hearing at the window unless the judge specifically orders otherwise.	Check with the judge's clerk.	8:30 a.m. and 1:00 p.m.

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Hon. Alison E. Daw	16	L	No	Next business day at 1:00 p.m. except Wed.	All documents and supplements to be filed at window no less than 30 days before a hearing. All submissions must be indexed and sequentially paginated.	All applications filed in court on the record. Asylum applications may be supplemented only in court at master calendar hearings. All submissions must be indexed and sequentially paginated.	No preference to attorneys. First in, first out. Exception: Handicapped, aged, or small children, or interpreter priority; or other good cause shown by respondent or attorney.	8:30 a.m. and 1:00 p.m.
Hon. Thomas Fong	18	Z	Yes	Next business day at 1:00 p.m. except Wed.	In court or at the window at least 60 days minimum before merits hearing date. All filings must contain a paginated and indexed cover sheet identifying the contents of the submission. Any subsequent filings are to have supplemental paginated and indexed cover sheet in sequential pagination following the last, previously filed documents. Two or more applications for relief require separately filed supporting document submissions.	Application are to be filed in court only but supporting documents may be filed at the window at least 60 days before the merits hearing date. All filings must contain a paginated and indexed cover sheet identifying the contents of the submission. Any subsequent filings are to have supplemental paginated and indexed cover sheet in sequential pagination following the last, previously filed documents. Two or more applications for relief require separately filed supporting document submissions.	No preference to attorneys. First in, first out. Exception: Handicapped, aged, or small children, or interpreter priority; or other good cause shown by respondent or attorney.	8:00 a.m. and 1:00 p.m.

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Hon. Gilbert T. Gembacz	17	S	No	Next business day at 1:00 p.m. except Wed.	As stated by judge or no later than 30 days prior to merits hearing.	As stated by judge or no later than 30 days prior to merits hearing.	Priority: 1. Pro bono counsel 2. Attorneys with clients 3. Pro se respondents first appearances 4. Pro se respondents without attorneys who have been given time to get an attorney	9:00 a.m. and 1:00 p.m.
Hon. Anthony T. Giattina	16	H	No	Next business day at 1:00 p.m. except Wed. 14 days before hearing.	At the window no less than 30 days prior to hearing date unless ordered otherwise.	Asylum applications in court; all others at window as ordered by the judge.	1. Pro bono counsel 2. Attorneys with clients 3. Pro se respondents	8:00 a.m. and 1:00 p.m.

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Hon. Anna Ho	14	B	No	No hearing on motions. Motions must have an affidavit from the respondent under penalty of perjury in support of the motion. Motion must also contain affidavit from respondent that he/she is aware of the motion and agrees to such motion.	In court or at the window at least 10 days minimum before merits hearing date. All filings must contain a paginated and indexed cover sheet identifying the contents of the submission. Any subsequent filings are to have supplemental paginated and indexed cover sheet in sequential pagination following the last, previously filed documents. Any documents over 50 pages must contain why and what portion of the document is relevant to the case before the Court. Two or more applications for relief require separately filed supporting document submissions.	Asylum applications in court; all others at the window as ordered by the judge.	Yes - First in, first out. Exception: Handicapped, aged, or small children, or interpreter priority; or other good cause shown by respondent or attorney.	9:00 a.m. and 1:30 p.m.

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			Respondent Required to Appear?	If a hearing on motion, when?	Where and When are documents to be filed?	Where and When are applications to be filed?		
Hon. Jan D. Latimore	14	E	No	Next business day at 1:00 p.m. except Wed.	At the window. All documents and amendments to applications must be filed 14 days in advance of merits hearing.	At the window, except I-589 which is filed in court. All documents and amendments to applications must be filed 14 days in advance of merits hearing.	Priority: 1. Pro bono counsel 2. Attorneys with clients 3. Pro se respondents without attorneys who have been given time to get an attorney 4. Pro se respondents first appearances	8:30 a.m. and 1:00 p.m.
Hon. William J. Martin	17	T	No	Next business day at 1:00 p.m. except Wed.	In court or at the window at least 60 days minimum before merits hearing date.	As ordered by the judge (in court or at the window).		8:00 a.m. and 1:00 p.m.
Hon. Lorraine J. Muñoz	16	I	No	Next business day at 1:00 p.m. except Wed.	Supplemental documents at the window 30 days prior to hearing.	Applications for relief in court at master calendar.	Attorneys called first in order of check in.	8:30 a.m. and 1:00 p.m.
Hon. Renee L. Renner	14	F	No	If motion is filed by 2:00 p.m., the next business day at 8:30 a.m. If after 2:00 p.m., the second business day at 8:30 a.m.	File at the window by filing deadline given by judge at master calendar.	In court.	Yes	8:30 a.m. and 1:00 p.m.
Hon. Stephen L. Sholomson	17	Q	No	Next business day at 1:00 p.m. except Wed.	At window 30 days prior to merits hearing.	In court at master calendar.	Yes	8:30 a.m. and 1:00 p.m.

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Hon. Christine E. Stancill	16	K	No	Next business day at 1:00 p.m. except Wed	At window 30 days prior to merits hearing.	In court at master calendar.	Yes	8:30 a.m. and 1:00 p.m.
Hon. A. Ashley Tabaddor	14	D	No	Next business day at 1:00 p.m., except Wed. Respondents need not appear but the motion must include an affidavit from the alien that includes language in support of the motion, as well as language stating that the respondent is aware of the motion and agrees to it.	As ordered by the judge in court or at the window. Local Operating Procedures will be strictly enforced. All filings must contain a paginated and indexed cover sheet identifying the contents of the submission. Any subsequent filings are to have supplemental paginated and indexed cover sheets in sequential pagination following the last, previously filed documents. Any documents over 50 pages must state why and what portion of the document is relevant to the case. Two or more applications for relief require separately filed supporting document submissions. Local Operating Procedures will be strictly enforced.	Asylum application in court. All other applications, as ordered by the judge in court or at the window. Local Operating Procedures will be strictly enforced. All filings must contain a paginated and indexed cover sheet identifying the contents of the submission. Any subsequent filings are to have supplemental paginated and indexed cover sheets in sequential pagination following the last, previously filed documents. Any documents over 50 pages must state why and what portion of the document is relevant to the case. Two or more applications for relief require separately filed supporting document submissions. Local Operating Procedures will be strictly enforced.	Attorneys representing respondents pro bono have priority on the calendar. Otherwise, cases usually will be called in the order in which attorneys or pro se respondents check in with the Court. The respondent must be present in order for the case to be placed in the queue.	As ordered by the Immigration Judge

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Hon. Gita Vahid-Tehrani	17	R	No	Next business day at 1:00 p.m. except Wed.	At window or in court (asylum). Judge gives call up dates and tells them what to expect. Any documents over 50 pages must have relevant information highlighted.	At window or in court (asylum). Judge gives call up dates and tells them what to expect. Any documents over 50 pages must have relevant information highlighted.	Yes	9:00 a.m. and 1:00 p.m.
Hon Frank M. Travieso	17	Y	No	Next business day at 1:00 p.m., except Wednesday. Motion must contain an affidavit from respondent stating he/she is aware of the motion and agrees to the Motion to Continue Or Advance before the judge.	As ordered by the Judge in court (in court or at window).	As ordered by judge. (In court or at window)	Yes, to attorneys who arrive on time.	8:30 a.m. and 1:00 p.m.

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Hon. Mimi Tsankov	16	J	No.	Next business day at 1:00 p.m. except Wed.	In court or at the window at least 60 days minimum before merits hearing date. All filings must contain a paginated and indexed cover sheet identifying the contents of the submission. Any subsequent filings are to have supplemental paginated and indexed cover sheet in sequential pagination following the last, previously filed documents. Two or more applications for relief require separately filed supporting document submissions.	Application are to be filed in court only but supporting documents may be filed at the window at least 60 days before the merits hearing date. All filings must contain a paginated and indexed cover sheet identifying the contents of the submission. Any subsequent filings are to have supplemental paginated and indexed cover sheet in sequential pagination following the last, previously filed documents. Two or more applications for relief require separately filed supporting document submissions.	First preference to pro bono attorneys, second preference to attorneys with clients present, third all others.	8:00 a.m. and 1:00 p.m.
Hon. John F. Walsh	14	G	No	Next business day at 1:00 p.m. except Wed.	At window 14 days before hearing date.	All applications filed in court on the record.	First preference to pro bono attorneys, second preference to attorneys with clients present, third all others.	8:30 a.m. and 1:00 p.m.
Hon. Richard D. Walton	14	A	No	Next business day at 1:00 p.m. except Wed. and Fri. No more than 5 filings per day.	All documents and supplements to be filed at window no less than 30 days before a hearing.	All applications and supplements, except I-589, to be filed at window no less than 30 days before a hearing.		8:30 a.m. and 1:00 p.m.